

# II.07. Air Traffic Management (ATM) Student Policy

Revision Date: November 2025

Next Revision Due: November 2026

OPR: Assistant Chair, Air Traffic Management, Department of Aviation

**Applicable Courses:** All ATM academic courses, 200 level and above, offered by the Aviation Department.

## Explanation of Changes

November 2025 Revision

This is a new policy created to outline requirements that have been in place within the Air Traffic management program for several years and to define the process for students to enroll and be removed from the Enhanced CTI program. In addition, it defines a new grading scale and evaluation standards for Air Traffic management courses. This policy covers the following:

- Program Overview
- Eligibility Requirements
- Course Enrollment guidelines
- Evaluation Standards
- Grading Scale
- Second area of study requirement
- Compliance with Department policies

## 1. Program Overview

The Air Traffic Management (ATM) program at UND prepares students for careers in air traffic control through two tracks:

- Standard AT-CTI
- Enhanced AT-CTI

Students in either track must meet academic and performance standards to remain eligible. Additionally, all ATM students are required to complete a second area of study to broaden their expertise.

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## 2. Eligibility Requirements

### Citizenship

Must be a U.S. citizen at the time of application to the FAA or a Federal Contract Tower.

### Academic Performance

AVIT 464: Minimum 70% combined average on Written Mid-Term and Final exams to qualify for Enhanced AT-CTI Performance Evaluations.

AVIT 470: Minimum 80% combined average on Written Mid-Term and Final exams to remain enrolled in either Standard or Enhanced AT-CTI.

## 3. Course Enrollment Guidelines (Enhanced AT-CTI Only)

AVIT 464 should be taken during the student's final semester at UND, unless extenuating circumstances apply.

Enrollment Cutoff for Enhanced AT-CTI: Last day to add AVIT 362.

## 4. Evaluation Standards (Enhanced AT-CTI Only)

AVIT 362 Final Evaluations:

- Students must score an average of 80% or higher on Final Local and Ground Evaluations (non-curved scores) to remain in the Enhanced AT-CTI track.
- Students scoring below 80% will be moved to the Standard AT-CTI track.

Evaluation Weighting:

- 67% Local
- 33% Ground

## 5. Grading Scale

General Aviation Courses:

Grade	Percentage
A	92% and above
B	84% to 91%
C	76% to 83%
D	68% to 75%
F	Below 68%

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Air Traffic Management Courses (200-level and above):

Grade	Percentage
A	90% and above
B	80% to <90%
C	70% to <80%
F	Below 70%

## 6. Second Area of Study Requirement

All ATM students must complete a second area of study. Acceptable options include:

- An Aviation Specialization
- A formal minor
- A certificate program
- A second major or degree
- A previously conferred college degree (e.g., Associate's degree)

Note: Aviation majors cannot add an Aviation minor due to course overlap. Only non-aviation majors may pursue minors or certificates in Aviation.

## 7. Compliance with Departmental Policies

This policy outlines specific requirements for students enrolled in the Air Traffic Management (ATM) program. However, students remain subject to all other applicable policies and procedures established by the University of North Dakota, Aviation Department and the John D. Odegard School of Aerospace Sciences. This includes, but is not limited to, academic integrity standards, conduct expectations, safety protocols, and any additional program-specific guidelines not explicitly covered in this document.

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